

Fundamentals of Series Authorities Workshop Needs Assessment

Please answer the following questions to help the instructors determine areas to stress in this workshop. Return your completed Needs Assessment to the sponsor of your workshop as instructed.

I. Information about you

1. What institution type below best defines your workplace? *(Please check all that apply)*

- ☐ National library
- ☐ Large academic/Research library
- ☐ Small academic/Community college library
- ☐ Special library (e.g., law, theology, art, hospital, museum, etc.)
- ☐ Public library
- ☐ Corporate/Commercial library
- ☐ National government (e.g., federal agency, military)
- ☐ State/province or Local government library
- ☐ School (for ages 5-18) library
- ☐ Library school student
- ☐ Other. Please identify type: _____

2. What is your experience? *(Please check all that apply)*

- ☐ I joined the library world within the last 2 years and I'm eager to learn!
- ☐ My job includes acquisitions tasks
- ☐ My job includes reference work
- ☐ My job includes systems design
- ☐ My job includes cataloging
- ☐ I create authority records for names and/or series in my local system
- ☐ I contribute authority records to databases outside my library
- ☐ I use authority records in my work
- ☐ I train others about authority records
- ☐ Additional information: _____

3. Which SCCTP/CCT/CAT21 workshops have you previously attended?

- ☐ Advanced Serials Cataloging (SCCTP)
- ☐ Basic Creation of Name and Title Authorities (CCT)
- ☐ Basic Serials Cataloging (SCCTP)
- ☐ Basic Subject Cataloging Using LCSH (CCT)
- ☐ Digital Project Management for the 21st Century (Cat21)
- ☐ Electronic Serials Cataloging (SCCTP)
- ☐ Fundamentals of Library of Congress Classification (CCT)
- ☐ Integrating Resources Cataloging (SCCTP)
- ☐ Metadata and Digital Library Development (Cat21)

- ___ Metadata Standards and Applications (Cat21)
- ___ Principles of Controlled Vocabulary and Thesaurus Design (Cat21)
- ___ Rules and Tools for Cataloging Internet Resources (Cat21)
- ___ Serials Holdings (SCCTP)

4. What kinds of problems do you typically encounter with Series and Series authority records?

II. Expectations for the course

5. On the first day, this course will cover the following topics for acquisitions, reference, IT, and cataloging staff using series authority records (SARs). Please rank the topics in order of interest

from 1 to 4 (*1 = the topic that interests you the most*)

- ___ Basic definitions involved in series authorities
- ___ The series authority record
- ___ Series and the bibliographic record
- ___ The process of series authority control

6. On the second day, this course will cover the following topics particularly for catalogers creating series authority records (SARs). Please rank the topics in order of interest from 1 to 7 (*1 = the topic that interests you the most*)

- ___ Creating series citations in bibliographic records
- ___ Creating series authority records
- ___ Qualifiers and conflict resolution
- ___ Series treatment
- ___ Series numbering
- ___ Additional series situations
- ___ Changes to series

7. Please add any other comments on what you hope to learn from this workshop.

Thank you for your comments.